



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON D C 20460

JUL 11 2019

Ms. Emma Best
MuckRock News
411A Highland Avenue
Somerville, MA 02144

RE: Request Number EPA-HQ-2019-006170

Dear Ms. Best:

This letter concerns the above-referenced Freedom of Information Act (FOIA) request, received by the U.S. Environmental Protection Agency (EPA) Freedom of Information Office in which you are seeking:

“Copies of emails sent to or from either the director's office (or equivalent) as well as their chief of staff (or equivalent) and executive director (or equivalent) containing any of the following 50 (non-case sensitive) [obscene and non-obscene] words between 1 January 2018 and the present.”

Your FOIA submission does not reasonably describe the records you are seeking in a way that will permit EPA employees to identify and locate them. EPA's FOIA regulations state:

“Whenever possible, your request should include specific information about each record sought, such as the date, title or name, author, recipient, and subject matter. If known, you should include any file designations or descriptions for the records that you want. The more specific you are about the records or type of records that you want, the more likely EPA will be able to identify and locate records responsive to your request.” 40 C.F.R. § 2.102(c).

On June 3, 2019, Wendy Schumacher of my staff contacted you to inform you of what additional information you need to provide or why your request is otherwise insufficient. EPA provided you with an opportunity to discuss and modify your request. We asked that you contact us by June 24, 2019, with your clarification, and we have not received additional information from you, so we are closing your request.

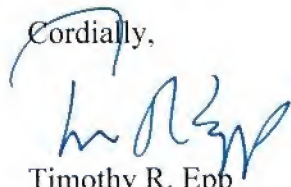
Since you did not submit a proper request there are no fees. If you would like to resubmit your Freedom of Information Act request, please refer to the instructions available on EPA's FOIA website at: <https://www.epa.gov/foia>.

This letter concludes our response to your request. You may appeal this response by email at hq.foia@epa.gov, or by mail to the EPA's National FOIA Office, U.S. EPA, 1200 Pennsylvania Avenue, N.W. (2310A), Washington, DC 20460 or through FOIAonline if you are an account holder. If you are submitting your appeal by hand delivery, courier service, or overnight delivery, you must address your correspondence to 1200 Pennsylvania Avenue, N.W., Room 5315, Washington, DC 20460. Your appeal must be in writing, and it must be received no later than 90 calendar days from the date of this letter. The Agency will not consider appeals *received* after the 90-calendar-day limit. Appeals received after 5:00 p.m. EST will be considered received the next business day. The appeal letter should include the FOIA tracking number listed above. For quickest possible handling, the subject line of your email, the appeal letter, and its envelope, if applicable, should be marked "Freedom of Information Act Appeal."

Additionally, you may seek assistance from the EPA's FOIA Public Liaison at hq.foia@epa.gov or (202) 566-1667, or from the Office of Government Information Services (OGIS). You may contact OGIS in any of the following ways: by mail, Office of Government Information Services, National Archives and Records Administration, Room 2510, 8610 Adelphi Road, College Park, MD 20740-6001; e-mail, ogis@nara.gov; telephone, (301) 837-1996 or (877) 684-6448; and facsimile, (301) 837-0348.

If you have any questions about this response, please contact EPA's FOIA public liaison at hq.foia@epa.gov or (202) 566-1667. For all media inquiries, please contact press@epa.gov.

Cordially,

A handwritten signature in blue ink, appearing to read "Timothy R. Epp", is written over a light blue circular stamp.

Timothy R. Epp
National FOIA Office